

Colombian law establishes that a visitor may temporarily enter Colombia duty free, articles for his professional use during his stay in the country. The articles enter in the name of the visitor who declared them at the beginning of the trip and it is his/her personal responsibility to re-export them from the country. The entry of such items will be evidenced in the visitor's passport and failure to re-export them implies a customs offense before the DIAN.

RECOMMENDATIONS FOR THE ENTRY OF EQUIPMENT ON COMMERCIAL FLIGHTS:

Bring a detailed list of the equipment that will enter the country, including serial number, weight and customs value.

When the DIAN official asks you if you have anything to declare when entering Colombia, you should say yes. This will start the baggage declaration process.

Please note that the baggage declaration process may take several hours, especially if you have a connecting flight into or out of Colombia.

ANNEX: INSTRUCTIONS FOR REQUEST FOR CERTIFICATION OF CUSTOMS PROCEDURES

- Before starting the process, confirm with your customs agent the residence times allowed according to the type of import operation to be carried out.

Note that if the application is for **film works** (feature film or short film), the equivalent document must be requested through the “office of Audiovisual Works, Cinema, and Interactive Media” (DACMI), of the Ministry of Culture. This procedure is for free.

For other types of audiovisual projects (series, video games, music videos, etc.) it must be carried out through the Colombian Film Commission of Proimágenes for a value per request of **1 SMMLV** (Monthly Legal Minimum Wage).

To start the Request for **Certification of Customs Procedures** by the Colombian Film Commission of Proimágenes, you must have the following documents available:

1. **Request for Certification of customs procedures**, signed and addressed to the Colombian Film Commission of Proimágenes. This document must be signed by the producer responsible for the audiovisual project or person who proves the necessary authority to do so. ([download the form here](#))
2. **List of equipment or assets** to be used for the audiovisual work, with their respective estimated dates of entry and exit of materials. This document must come in **PDF** format.
3. **Copy of the applicant's RUT** (for Colombian natural or legal persons) or the following information of the applicant (for foreign natural or legal persons): full name, identification number, email, address, telephone number, city, and country.
4. Bank transfer for the value of one (1) SMMLV in **the current account of the Bank Bancolombia No. 031-165942-73 in the name of the Fondo Mixto de Promoción Cinematográfica Proimágenes Colombia, NIT. 830.046.582-4.**

Once the documents are prepared, attach them in the following [link](#)

To submit the application, take a screenshot of the final page of the form, confirming the submission of the application, and send it with the subject "Request_CTA_Project Name" to the emails:

leidyquinones@proimagenescolombia.com
dianagonzalez@proimagenescolombia.com with a copy to
mariafernandagallo@proimagenescolombia.com and
angelanavarro@proimagenescolombia.com
maribelascencio@proimagenescolombia.com

The authorization, approval, the issued concept by the Colombian Film Commission of Proimágenes or, when applicable the rejection of the same, will be communicated to the applicant within a maximum term of ten **(10) business days** from the fulfillment of the requirements.